



**KENTUCKY REGISTERED SANITARIAN
EXAMINING COMMITTEE
275 EAST MAIN STREET, HS1E-B
FRANKFORT, KY 40621**

The meeting of the Registered Sanitarian Examining Committee was called to order on February 20, 2007 at 1:00 at General Butler State Park.

Those in Attendance were:

Roy Foushee	Chair
Ed Cecil	West Area Director
Matt Rhodes	North Central Area Director
Dan Troutman	Central Area Director (Arrived on the Second Day)
Beverly Joy Watkins	Executive Secretary
Guy F. Delius	Secretary, Cabinet's Representative

Guests:

Bob Nelson	DPH Personnel
Dianne Compton	DPH Personnel
Mark Sears	GRDHD
Jefferson Hickman	LCDHD
Stuart Spillman	LCDHD
Kendra Palmer	FCHD
Joe Bean	MCHD

Bob Nelson, Dianne Compton and other members of the State Environmental classification review team discussed their local health classification system work thus far. The Committee provided insight and recommendations to the group. Specifically, the group recommended an environmental health master level classification.

Bob Nelson discussed a new evaluation criteria that is performance based and will benefit the employee that indeed does a superior job. He mentioned that some LHD's are currently using this system, but most are not yet using.

The group discussed our mutual interest in determining when individuals meet the criteria for environmental health positions. Both the Committee and local health personnel must review and ensure applicants "meet" the criteria for R.S. positions. The attendees discussed the criteria used for reviewing applications.

The group discussed position classification revisions and discussed in detail the allowance of "physical science" courses. KRS chapter 223 allows for in the 24 semester hours, courses in physical sciences. Guy informed the group that the R.S. committee has formally requested a listing of what constituted physical sciences from our State Personnel Department, as well as our Universities. The provided list encompasses what is currently accepted as physical sciences.

If needed, the Committee may revisit the physical science document, using information again for our State Personnel system, and our Universities and revise if needed.

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Chair Foushee called the R.S. Committee meeting to order.

The Committee Reviewed the minutes of the previous meeting.

Motion to accept the minutes.

Matt Rhodes

Ed Cecil, Seconded.

All in Favor.

Roy asked if the Ethics information page could be provided to each student when taking the exam, and have them sign and return the document.

Joy discussed some notes on the new exam. Three (3) persons have taken the exam with one passing and two not successful in passing. Joy will be checking the pass/fail ratios and report back to the committee at future meetings.

The Committee reviewed a few questions from persons taking the exam. In the first part of the exam, question 84 and 128 were reviewed, and deemed to be accurate. Question #144 needed further review.

The Committee discussed training books for use by persons preparing for the exam. Joy checked on the pricing of the "Salvato" book. Purchase price is \$250.

EKU has the books on an online version, or electronic version. The Committee discussed the possibility to work with ECU to access their on line books for students to study.

The Committee discussed if our state library and archives may be able to secure the e-version of the book and we could steer students to the site.

Guy stated we have had several questions from persons studying for the exam, looking for the books, and we need to have the updated books as a reference for students to study from.

Guy also mentioned in years past the committee purchased the books to loan to students, but it became a unmanageable and costly task to mail out the large hard copy books, get them returned back in a timely manner, and keep track of the books. Guy recommended we pursue an online version, with the committee purchasing a new-revised hard copy of the books.

Motion to purchase a hard copy new revised version of (marriot and salvato) educational training reference books.

Matt Rhodes.

Ed Cecil, Seconded.

All in Favor

The Committee reviewed some replacement questions for the exam. The Committee approved a number of replacement questions to be used when needed.

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Joy discussed members in delinquent status. Joy mentioned that the remaining delinquent folks have received a notice of suspension and will be on file for 1 year in case they provide any acceptable reasons for their delinquency. These individuals will be flagged as suspended for identification purposes.

Motion to delete existing inactive and active persons who have not paid. If they choose to appeal they will be reviewed, otherwise persons will be required to take the exam, etc.

Matt Rhodes.

Ed Cecil Seconded.

All in Favor.

Matt Rhodes discussed the TRAIN system. Matt produced a draft document regarding the TRAIN registration system. This document will help individuals who put courses together for contact hours, to also be able to load the courses in TRAIN. Courses for which there are contact hours, should be registered on TRAIN. Matt will make some minor recommended changes, put on our R.S. letterhead, we will review with the TRAIN team, then finalize and mail out.

2-21-07

Guy/Joy discussed the new Honorarium request form. It has been completed and will now be added to our policies document.

The Committee discussed a request for honorarium from KOWA, where an award was provided and another is being requested for a speaker.

Joy agreed to check on a \$300 honorarium to Marler Clark to KAMFES.

Motion to approve a speaker honorarium to KOWA for Mr. Randy Miles at \$367.89.

Ed Cecil

Roy Foushee Seconded.

All in Favor.

Guy discussed a program code 600 for "Registered Sanitarians". Guy agreed to find out more information about this coding tool, and see how best it can be used for our field.

Joy discussed the newly developed R.S. informational brochure. This brochure is intended to help brand our profession and use for educational purposes to better inform our profession and others what all our Registered Sanitarians do in the Commonwealth. This brochure will be used

at an upcoming educational conference, KPHA to help raise awareness of Environmental Health Specialists.

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The Committee reviewed and provided some comments.

The Committee commended Joy for her good work in drafting the brochure.

Dan agreed to help work on some language to help the document flow, and to get the information to Joy in the next week.

Motion to finalize, print and use as an educational tool for our profession.

Matt Rhodes

Dan Troutman, Seconded.

All in Favor.

Roy Foushee discussed the possibility of a news letter. This news letter could be used to help show our members our work, highlight their work, and help keep our profession moving forward. The Committee embraced the idea, and discussed how to produce the document(s). More discussion planned on this topic at future meetings.

Matt Rhodes discussed how we may better expand our website to improve effectiveness and to add more information to the site. The Committee planned to discuss further at upcoming meetings.

The Committee agreed to support an R.S. educational booth at KPHA. At this educational booth, we would show our recruitment video, and hand out the new informational brochures to help raise awareness of our profession. The exhibit space and the cost of exhibiting would be split with the food safety branch.

Motion to approve participation in this venue.

Ed Cecil.

Matt Rhodes, Seconded.

All in Favor.

Guy Delius discussed a drafted press release regarding our newly instituted exam. Guy provided the draft for the committee to review.

Motion to approve the press release and for Guy to issue via the Cabinet Press Office.

Guy Delius discussed current legislative matters. Guy discussed HB 120 (Farmers Market Temporary Food Bill), HB 298 and SB 184 (Raw Milk Bill), SB 37(Bed and Breakfast), and other bills.

New Business:

Ed Cecil provided the Committee with term expiration letter. He will be stepping down as a regional director, but will remain on the Committee until a replacement is appointed. The

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Committee thanked Mr. Cecil for his years of dedicated service, and his profound assistance to the Registered Sanitarian Committee and profession.

The Committee will pursue filling the West Kentucky Director vacancy as soon as possible.

The Committee reviewed applicants who have successfully completed and passed the exam. The following individuals have successfully completed the exam and now will be considered duly qualified Registered Sanitarians.

Farouk Zaki

Douglas Wade

Shanna Davis

Ronald Spence

Richard Helton

Motion to accept the new Registered Sanitarians.

Matt Rhodes

Ed Cecil, Seconded.

All in Favor.

The Committee reviewed a request for reciprocity from Justin Carey. Mr. Carey had provided his NEHA credentials, and certificate of registration from completing the NEHA criteria.

Motion to approve the request for reciprocity.

Matt Rhodes.

Ed Cecil, Seconded.

All in Favor.

Guy Delius reiterated the need for all Committee members to take all appropriate measures to safeguard the exam to ensure continued integrity of the documents.

Matt Rhodes mentioned that the Louisville Metro Government is planning to show our recruitment video soon, and will have more to report at next meeting.

Next meeting date:

May 9-10, 2007 at Lake Barkley SRP.